

## PLANNING BOARD MINUTES

January 27, 2014

### **Call The Meeting to Order**

Chairman Vincent Spada called the meeting to order at 7:00 P.M. in the new Town Hall Auditorium. Present at the meeting were Robert Fowler, David Plunkett, Nancy Reed, Stephen Johnson, Director of Community Development Steve Sadwick and Recording Secretary Dawn Cathcart.

### **(A) Approval of Minutes – January 13, 2014**

**MOTION** - Mrs. Reed made a motion to approve the Planning Board minutes of January 13, 2014 as submitted. The motion was seconded by Mr. Fowler and unanimously voted 5-0.

### **(B) Committee Reports/Administrative Actions**

#### **(B1) Zoning Bylaw Subcommittee**

Mr. Sadwick stated the subcommittee will be meeting tonight immediately following the Planning Board meeting.

#### **(B2) Master Plan**

Mr. Sadwick stated that the Master Plan updates from NMCOG have been slow moving. Mr. Sadwick met with Mrs. Reed and the Town Manager to discuss this. He and the Town Manager will be meeting with Beverly Woods from NMCOG on Wednesday to discuss different options between the Town and NMCOG.

#### **(B3) Committee Reports**

Mrs. Reed stated that she would like to give an update on the CPC projects. The Town Hall plans are now in the design phase and they hope to go out to bid in February. The CPA voted to put in a warrant article for the Annual Town Meeting for additional funds for the Wamesit Island. They also voted to approve the same funding for Muster Park at South and Main Street. The funds will not be used until the cell tower is moved. The CPC has also entered in discussions to put a historic preservation restriction on the Marshall home. They are in discussions with the property owner.

Mr. Sadwick stated that on the South Street cell tower, the lease for Sprint expires in 2015. They sent out notices to the carriers and met with representatives from AT&T, Sprint and Verizon. The representatives from AT&T did a balloon test over the summer and as soon as we receive the photo simulations, then an RFP will be sent out.

#### **(B4) 842 East Street, Bella Woods, Arnie Martel, Non-Substantial Determination**

Arnie Martel and Dick Cuoco appeared for the non-substantial determination discussion at 842 East Street, Bella Woods.

Mr. Sadwick stated that there is a letter in the Board's package from Michael Carter from GCG Associates, Inc. They are the Town's consulting engineer firm that is being used for the Bella Woods project.

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Mr. Cuoco stated that this change is similar to the first non-substantial change. The water table is lower than what was originally thought. Norse Environmental was on site to do the test pits and these were witnessed by Mr. Carter. Mr. Cuoco stated that they need to keep the proper separation for the porous pavement to work. This requires between 1.8' to 4' of separation. This proposal is to lower the roadway in the remainder of the project and the roads will be more compatible to the surrounding area.

There were no questions.

**MOTION** - Mr. Plunkett made a motion to approved the revised plans for roadway elevation and approve this change as a non-substantial change. The motion was seconded by Mrs. Reed and unanimously voted 5-0.

### **Old Business**

There is no old business.

### **New Business**

There is no new business.

### **Director's Report**

Mr. Sadwick provided a memo regarding a meeting they had with Mass DOT to discuss Rt. 38. Mr. Sadwick stated that the Town Manager had requested a meeting with Mass DOT in the late fall and the meeting occurred on December 10, 2013. Mr. Sadwick explained the Transportation Improvement Process (TIP) to the Board. The project to resurface Rt. 38 was on the TIP list but as time goes by, the money gets pulled into other projects. Mass DOT did resurface Rt. 38 in Lowell up to the Tewksbury line and they have found money to resurface Rt. 38 from the Lowell line to Astle Street with additional money for adding some sidewalks near Kennedy Road due to past safety issues.

Mr. Fowler stated that the sidewalks from Wal-Mart to Motel 6, flip back and forth across the streets so he asked that this be looked at to provide a continuous sidewalk from Wal-Mart to Motel 6 on one side of the street.

Mr. Plunkett asked if there has been any discussion on bicycle lanes. Mr. Sadwick replied that Mass DOT is looking for that in their designs so if there is space available they will most likely add it.

### **Adjournment**

**MOTION** - Mr. Johnson made a motion to adjourn the meeting at 7:25 PM. The motion was seconded by Mr. Plunkett and unanimously voted 5-0.

***Approved: 2/24/14***

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## List of documents for 1/27/14 Agenda

Documents can be located at the Community Development Office

- A. 7:00** Approval of Minutes – January 13, 2014
- B. 7:00** Committee Reports/Administrative Actions
- 1- Zoning Bylaw Subcommittee
  - 2- Master Plan
  - 3- Committee Reports
  - 4- 842 East Street, Bella Woods, Arnie Martel
- Non-Substantial Determination
- *Application packet dated 1/23/14.*
  - *Copy of letter dated 1/17/14 from Mike Carter, GCG Associates.*